

## **10. AWARDS AND SAFETY PROMOTIONS**

### 10.1 REFERENCE

A. 29 CFR 1960, "Elements for Federal Employee Occupational Safety and Health Programs," Part 1960.11.

B. 370 Departmental Manual, (DM), Part 451, 1.4J.

### **10.2 REQUIREMENTS FOR SERVICE-WIDE EMPLOYEE SAFETY AND HEALTH ACHIEVEMENT AWARD PROGRAM:**

A. Director's Safety and Health Achievement Award is presented annually by the Director according to the following criteria. It is the highest level Employee Safety Achievement Award granted. The recipient will be chosen from among nominees submitted to the WASO Risk Management Office by Regional Safety Managers.

(1) Criteria is established to provide standards for recognition of outstanding safety and health performance by NPS employees. The criteria are:

- a. Achieved outstanding employee safety and health work conditions or performance through improved practices and attitudes (Best Practices),
- b. Reduced employee accidents, injuries, and fatalities,
- c. Encouraged employee-driven actions in the recognition and control of hazards in the workplace,
- d. Increased managerial and employee commitment toward accident prevention,
- e. Advocate safety and occupational health program leadership.

(2) Eligibility: All National Park Service employees (including volunteers) are eligible, regardless of assignment, grade level, or time in service.

(3) Nomination and Selection Procedures: Nominations are submitted by Regional Safety Managers to the WASO Risk Manager, by January 10 of each year. A WASO Safety Committee should receive, review and select a recipient each year by January 31. One nominee will be selected to receive the Director's Employee Safety and Health Achievement Award.

(4) Forms of Recognition:

- a. Letters of Commendation for all nominees.
- b. Recognition at a suitable location.
- c. Selected employee will receive the Director's Employee Safety and Health Achievement Award Plaque and a monetary award of \$1,000. The WASO Risk Management Office will provide the \$1,000 monetary award and funding for the plaque.

10.3 REQUIREMENTS FOR SERVICE-WIDE PUBLIC SAFETY ACHIEVEMENT AWARD PROGRAM:

A. Andrew Clark Hecht Memorial Public Safety Achievement Award is presented annually by the Director. It is the highest award bestowed by the NPS for outstanding public safety achievement. The recipient will be chosen from among nominations submitted to the Risk Management Program Office by the Regional Safety Managers.

(1) Criteria is established to provide standards for recognition of outstanding public (visitor) safety and health contributions. The criteria are:

- a. Prevention of accidents that may cause serious injury or fatalities.
- b. Innovative work and achievements of an employee, non-employee, or group to enhance public (visitor) safety awareness.
- c. Promotion of visitor recognition of recreational activity hazards.
- d. Development of visitor risk reduction methods and managerial action to lessen human and material resource loss.
- e. Advocacy in identification and control of environmental hazards which endanger safe and enjoyable visitor experiences.

(2) Eligibility: All National Park Service employees, regardless of assignment, grade level, or time in service, and any non-employee and/or group are eligible nominees for this award.

(3) Nomination and Selection Procedures: Nominations are submitted by Regional Safety Managers to the WASO Risk Management Program Manager by January 10 of each year. A WASO Safety Committee should receive, review, and select a recipient for the award each year by January 31.

(4) Forms of Recognition:

- a. Letters of Commendation for all nominees.
- b. Recognition at a suitable location.
- c. Selected individual will receive the Andrew Clark Hecht Memorial Public Safety Achievement Award Plaque, and a monetary award of \$1,000. The Hecht Foundation, Denver, Colorado, will provide \$1,000 for the monetary award and funding for the plaque.

10.4 PARK AND REGIONAL EMPLOYEE AND PUBLIC SAFETY ACHIEVEMENT AWARDS PROGRAMS -- SUGGESTIONS AND RECOMMENDATIONS.

The National Safety Achievement Award Program does not preclude, but encourages the development of park and regional Safety Awards Programs. It is helpful if parks and regions develop and implement similar programs to the National Program, so that park and regional safety award program recipients may be nominated for the National Safety Awards Programs.

A. Park/Operating Unit Employee Safety and Health Achievement Award: This award is given no less than annually by the Superintendent/Operating Unit Manager. Nominations may be submitted by any employee or volunteer, and all park employees (including volunteers) are eligible nominees for this award. The recipient will be chosen from among nominations submitted to the Operating Unit Safety Committee or Safety Manager. The Award selection should be submitted to the Regional Safety Manager by November 30, for consideration for the Regional Director's Employee Safety Achievement Award.

(1) Suggested forms of Recognition:

- (a) Letter of commendation from Superintendent.
- (2) Recognition at a suitable location.
- (3) Employee Safety Achievement Award Certificate.
- (4) Time-Off Award, or other form of recognition such as safety award button/pens; park newspaper recognition, etc.

B. Regional Director's Employee Safety and Health Achievement Award: This is the highest level award presented for employee safety achievement in the Region and is awarded no less than annually. All regional employees (including volunteers) are eligible,

and the recipient should be chosen from among nominations submitted to the Regional Safety Committee or Safety Manager.

The Regional Employee Award selection should be made by December 1, and should be forwarded to the WASO Safety Program Manager by January 10 of each year for consideration for the Service-wide Director's Employee Safety Achievement Award.

(1) Suggest forms of Recognition:

- a. Letter of commendation from Regional Director.
- b. Recognition at a suitable location.
- c. Regional Director's Safety Achievement Award Certificate.
- d. \$500.00 monetary award.

C. Regional Director's Public Safety Achievement Award: This is the highest level of award for outstanding public safety achievement presented in the Region. It is awarded annually by the Regional Director from among nominations submitted to the Regional Safety Committee or Safety Manager. All regional employees, volunteers, groups, or non-employees, are eligible nominees for this award. The Regional selection should be made by December 1, and should be forwarded to the WASO Safety Program Manager by January 10, for consideration for the Service-wide Andrew Clark Hecht Memorial Public Safety Achievement Award.

(1) Suggested forms of recognition:

- a. Letter of Commendation from the Regional Director.
- b. Recognition at a suitable location.
- c. A plaque presented by the Regional Director or designee.
- d. \$500.00 monetary award.

D. Safety Champions Award Program: This program is recommended for consideration by Regions and Operating Units as one option for recognition of employees and others for both public and employee safety achievement. It is a Department of Interior (DOI) Award Program Initiative and is designed to recognize individuals specifically outside the safety and health community who show innovative work and accomplishments which support and encourage zero loss to human and material resources, and the cultivation of a favorable safety and health culture. All park or regional employees, volunteers, and others are eligible, and Park/Regional Safety Managers and Committees should establish general procedures for this award.

(1) Suggested forms of recognition:

- a. Letter of Commendation from Superintendent/Regional Director.
- b. Certificate of Appreciation or plaque from the Superintendent/Regional Director.
- c. Recognition at a suitable location.
- d. Other forms of recognition as deemed appropriate by the park or region, including Time-Off Award, sending the recipient to the DOI Safety and Health Seminar, published news articles, etc.